



COMMONWEALTH OF PENNSYLVANIA
PENNSYLVANIA PUBLIC UTILITY COMMISSION
COMMONWEALTH KEYSTONE BUILDING
400 NORTH STREET
HARRISBURG, PENNSYLVANIA 17120
<http://www.puc.pa.gov>

July 25, 2025

A-6428134
A-2025-3056439

K & J EXPRESS LLC
98 SOUTH HAZLE STREET
HAZLETON PA 18201

DATE OF DEPOSIT

JUL 30 2025

PA Public Utility Commission
Secretary's Bureau

RE: Application of K & J Express LLC

To Whom It May Concern:

On July 23, 2025, the application of K & J Express LLC, at A-2025-3056439, as a motor carrier was accepted for filing and docketed with the Public Utility Commission. In order for the Commission to proceed with the application, additional information is required.

Please forward the information to the Secretary of the Commission at the following address **within ten (10) working days** from the date of this letter.

Matthew L. Homsher, Secretary
Pennsylvania Public Utility Commission
Commonwealth Keystone Building
400 North Street
Harrisburg, Pennsylvania 17120

ALL Parties to proceedings pending before the Commission are advised to open and use an e-filing account through the Commission's website, OR you may submit your filing by mail. If a filing contains confidential or proprietary material, the filing is required to be submitted by overnight delivery.

Your answers should be verified per 52 Pa Code § 1.36. Accordingly, you must provide the following statement with your responses:

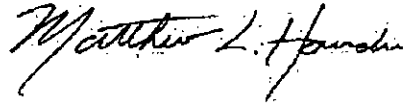
I, Yomayra Colon hereby state that the facts above set forth are true and correct to the best of my knowledge, information and belief, and that I expect to be able to prove the same at a hearing held in this matter. I understand that the statements herein are made subject to the penalties of 18 Pa.C.S. § 4904 (relating to unsworn falsification to authorities).

The blank should be filled in with the name of the appropriate company representative, and the signature of that representative should follow the statement.

Failure to comply with this request within 10 working days from the date of this letter will result in the denial of the application.

Please direct any questions to David Canzoneri, Bureau of Technical Utility Services at (717) 346-9738. Faxed or emailed filings are **not** accepted.

Sincerely,



Matthew L. Homsher
Secretary

Enclosure

DATE OF DEPOSIT

JUL 30 2025

**PA Public Utility Commission
Secretary's Bureau**

DATE OF DEPOSIT

Docket No. A-2025-3056439
K & J Express LLC

JUL 30 2025

Request for Information

PA Public Utility Commission
Secretary's Bureau

- 1.) You failed to properly describe the territory that you are proposing service for. Please clarify the territory you wish to serve identifying the area(s) of origination and termination and do so in a manner with clear and defined boundaries that can be easily identified on a map. (ex. Transport individuals in paratransit service from points in the City of Hazleton to Hazleton Area School District Schools, and vice versa.)
- 2.) You failed to adequately answer all aspects of question #5 of the Verified Statement of Applicant. You may wish to operate as an owner operator, but the Commission needs to know that you have compliant policies/plans for the hiring/employment of drivers, should ever you choose to expand once you have gained a Certificate of Public Convenience, or not. **Please review Title 52 Pa Code §29.501-509 Driver Regulations to see what is required of motor carriers.**
 - a. Please explain your hiring standards for drivers; **(Title 52 Pa Code §29.503 – Age Restrictions)**
 - i. Are there any age restrictions?
 - b. Your system for conducting criminal background checks; **(Title 52 Pa Code §29.505 – Criminal History)**
 - i. How will background checks be conducted?
 - ii. How often will you conduct criminal background checks?
 - iii. What type of things in their criminal background check would disqualify them from employment?
 - iv. How will you maintain records (record retention) of the criminal background checks performed?
 - c. Your driver training program;
 - d. Your system for conducting driver license/history checks; **(Title 52 Pa Code §29.504 – Driver History)**
 - i. How will driver license/history checks be performed?
 - ii. How often will you conduct driver license/history checks?
 - iii. How will you maintain records (record retention) of such checks?
 - e. Your policies regarding alcohol and drug use by your drivers.
- 3.) Please provide additional information regarding your vehicle safety program.
 - a. In addition to oil changes every 3,000 miles, is there any other periodic vehicle maintenance performed on the vehicle(s).

- i. If so, what other periodic vehicle maintenance will be performed on the vehicles, and on what schedule with this maintenance be performed.
 - b. Will you conduct any pre/post trip inspections, and if so, what would that entail?
- 4.) Please review the below criteria and submit a revised compliant Statement of Financial Position:
 - a. The information is to be exact and should not include estimates or approximations when accurate numbers are available. Property and vehicle valuations may be approximations, but bank accounts and loan balances should be exact amounts (rounded to the nearest dollar).
 - b. All relevant assets and debts are to be included (for example: vehicle loan balances/vehicle asset value, lease expenses, etc.).
 - c. The information provided is also to be strictly limited to assets and debts held by the applicant (K & J Express LLC), and not the individual member(s). Any property and accounts listed must be registered or titled to the corporation. Bank accounts must be in the name of K & J Express LLC. Vehicles must be registered to K & J Express LLC. Property must be titled to K & J Express LLC. If these items are not in the name of K & J Express LLC, then they should not be included on the balance sheet.

If you have not fully funded and equipped the business, now is the time to do so (before re-submitting your corrections). Applicants lacking suitable finances, resources, and equipment will be denied authority.

- d. In order to fully assist the Commission in determining your financial fitness, please provide supporting documentation for the statement of financial position (balance sheet). Acceptable means of support include current copies of bank statements (account numbers may be redacted), and notarized/official statements of account balances/ownership provided by bank officers (with current contact information). Any and all claimed vehicles or land/buildings must also include proof of ownership/registration vehicle titles, vehicle registrations, property titles, purchase agreements, etc.

You are encouraged to enlist professional financial assistance if you experience difficulty in constructing your statement of financial position. Be advised that failing to provide an acceptable financial statement is sufficient grounds for the denial of your application.

PLEASE PROVIDED A THOROUGH TYPED RESPONSE TO THESE QUESTIONS ON A SEPARATE SHEET OF PAPER

DATE OF DEPOSIT

Docket No. PA-2025-3056439i

JUL 30 2025

K & J Express LLC

PA Public Utility Commission
Secretary's Bureau

Information requested

1.) Territory for proposed service

I will transport individuals in paratransit service from points in Luzerne County (customer's address) in the City of Hazleton to Hazleton Area School District Schools, and vice versa.

2.) Standard policies/plans for the hiring of drivers

a. Please explain your hiring standards for drivers (Title 52 Pa Code §29.503 – Age Restrictions)

- **Requirements for hiring drivers will include, but are not limited to: completion of an employer application, written consent for a drug and alcohol test, negative result of drug and alcohol test, clean state criminal background check, driver license check, medical examination certificate, all test will be conducted by approved certificate third-party service in compliant with state and federal regulations.**

i. Are there any age restrictions?

- **All hired drivers will be required to be at least 21 years old.**
- **Drivers must have a valid Pennsylvania driver's license appropriate for the class of vehicle they will operate.**

b. Your system for conducting criminal background checks (Title 52 Pa Code §29.505 – Criminal History)

i. How will background checks be conducted?

- **Criminal background checks will be conducted through the Pennsylvania State Police (and any other state where the person resided in the last 12 months) and/or an approved third-party vendor compliant with state and federal regulations.**
- **For drivers transporting school-aged children, I will also require FBI fingerprint-based checks and Child Abuse History Clearance through the PA Department of Human Services.**

ii. How often will you conduct criminal background checks?

- **Background checks will be conducted before hire and then repeated every two years thereafter or as required by law.**

iii. What type of things in their criminal background check would disqualify them from employment?

Applicants will be disqualified if they have:

- **Any felony or misdemeanor conviction under the law of the Commonwealth or another jurisdiction within the past 7 years**
- **Any conviction for crimes involving violence, DUI, or drug-related convictions within the past 5 years**
- **Any offense that disqualifies them from working with children under PA law.**

iv. How will you maintain records (record retention) of the criminal background checks performed?

- **All criminal background check records will be securely stored (digitally and/or in locked physical files) for a minimum of five years from the date of hiring or last use, in compliance with record retention requirements and privacy laws.**

c. Your driver training program;

All drivers will undergo a mandatory orientation and training program that includes:

- **First Aid and CPR certification** (before transporting passengers)
- **Mandated reporter training** (when transporting children)
- **Proper vehicle loading/unloading of students**
- **Proper orientation of PUC and DOT requirements**

Daily route procedures and transportation routines, including:

- **Pick-up and drop-off protocols**
- **Communication with parents, schools, and dispatch**
- **Student checklist**
- **Emergency protocols and child safety procedures**

Driver-by-the-side training:

Before transporting children independently, all new drivers will complete at least 3 days of shadowing an experienced driver. During this period, the new driver will ride alongside and observe the full routine, including:

- Morning pickups and afternoon drop-offs
- Safety checks and child management techniques
- Navigating the route, handling unexpected issues, and communicating with dispatch or guardians

Refresher training will be conducted **as needed**.

d. Your system for conducting driver license/history checks (**Title 52 Pa Code §29.504 – Driver History**)

i. How will driver's license/history checks be performed?

- Driver license history checks will be conducted via the **Pennsylvania Department of Transportation (PennDOT)** Motor Vehicle Report (MVR) system **and/or an approved third-party vendor compliant with state and federal regulations.**

ii. How often will you conduct driver license/history checks?

- MVR checks will be conducted **at time of hire** and then **annually**.

iii. How will you maintain records (record retention) of such checks?

- Driver history reports and related documents will be kept on file for **at least five years** and will be stored securely with access limited to authorized personnel.

e. Your policies regarding alcohol and drug use by your drivers.

- A **zero-tolerance policy** will be enforced regarding drug and alcohol use.

Drivers will be subject to:

- **Pre-employment drug testing**
- **Random drug and alcohol testing** (minimum annually or as required by state/federal rules)
- **Post-accident testing** within 8 hours for alcohol and 32 hours for controlled substances.
- **Reasonable suspicion testing**

- Any positive result for illegal substances or alcohol will result in driver suspension and/or **immediate termination**.
- Records of all testing and results will be stored in a secure place with limited access
- A positive result of a drug or alcohol test. Any refusal to be tested will be maintained in the record for 5 years; a negative test result will be kept for 1 year.

3.) Please provide additional information regarding your vehicle safety program. a. In addition to oil changes every 3,000 miles, is there any other periodic vehicle maintenance performed on the vehicle(s).

i. If so, what other periodic vehicle maintenance will be performed on the vehicles, and on what schedule with this maintenance be performed.

Maintenance Task	**Frequency**
Tire rotation, balancing, and pressure check	Every 5,000 – 6,000 miles
Brake inspection (pads, rotors, fluid)	Every 5,000 miles
Transmission fluid check	Every 30,000 miles
Coolant system inspection	Every 6 months
Air filter replacement	Every 12,000 – 15,000 miles
Battery test and terminal cleaning	Every 6 months
Suspension and steering system check	Every 6 months
Full safety inspection by certified mechanic	Annually

Tire replaced as needed, all those maintenance tasks will be performed before the normal periods, as needed, and/or by mechanic's recommendation.

b. Will you conduct any pre/post trip inspections, and if so, what would that entail?

Yes, **daily pre-trip and post-trip inspections** will be conducted for every vehicle used in student transport. This includes:

Pre-Trip and post Inspection (before leaving the garage or first pick-up):

- Check tire pressure, tread, and general condition

- Brake system
- Fuel system
- Inspect mirrors, lights (headlights, engine, turn signals)
- Test horn, wipers, and washer fluid
- Check fuel level and ensure gas cap is secure
- Look for fluid leaks under vehicle
- Confirm seat belts are functional and clean
- Ensure child safety equipment (e.g. booster seats, harnesses) is present and secured
- Review emergency supplies (first aid kit, fire extinguisher)
- Confirm vehicle registration, insurance, and inspection stickers are up to date (as needed)

Post-Trip Inspection (after drop-off or end of shift):

- Walk-around to check for new damage
- Remove any items left behind by students
- Check for unusual noises, smells, or warning lights
- Report and log any maintenance needs
- Ensure vehicle is cleaned, parked safely, and locked

Statement of Financial Position (Balance Sheet)

As of (date) 7/30/2025

(Must be less than 6 months old)

ASSETS

Current Assets

Cash	\$5,000	
Other Current Assets (specify)		
Total Current Assets		<u>\$5,000</u>

Tangible Assets

Motor Vehicle Equipment	chevrolet express 2009	
Property (buildings, land, etc.)	\$15,000	\$
Office Equipment		

TOTAL ASSETS		<u>\$20,000</u>
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LIABILITIES

Current Liabilities (Due within one year of date)

Loans		
Credit cards/revolving credit		
Other Liabilities (Attach schedule)		
Total Current Liabilities		

Long Term Liabilities (Due after one year of date)

Mortgage		
Long term commercial loan		
Other Liabilities (Attach Schedule)		
Total Long-Term Liabilities		

TOTAL LIABILITIES		<u>20,000</u>
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Yomayra Colon

COMMONWEALTH OF PENNSYLVANIA

CERTIFICATE OF TITLE FOR A VEHICLE

310

FUEL: GAS

251983428011750-001

1GAGG25K791166287

2009

CHEVROLET

88810281301 K

VEHICLE IDENTIFICATION NUMBER

YEAR

MAKE OF VEHICLE

TITLE NUMBER

SW

0

NY

7/17/25

EXEMPT

4

BODY TYPE

DUP

SEAT CAP

PRIOR TITLE STATE

ODOM. PROCD. DATE

ODOM. MILES

ODOM. STATUS

7/17/25

7/17/25

UNLADEN WEIGHT

GVWR

GVWR

TITLE BRANDS

ODOMETER DISCLOSURE EXEMPT BY FEDERAL LAW

REGISTERED OWNER(S)

K & J EXPRESS LLC
98 S HAZLE ST
HAZLETON PA 18201

Table with 2 columns: ODOMETER STATUS and TITLE BRANDS. Includes codes for actual mileage, odometer tampering, and various vehicle types like antique, class C, etc.

FIRST LIEN FAVOR OF

SECOND LIEN FAVOR OF:

FIRST LIEN RELEASED

DATE

BY

AUTHORIZED REPRESENTATIVE

MAILING ADDRESS

K & J EXPRESS LLC
98 S HAZLE ST
HAZLETON PA 18201

If a second lienholder is listed upon satisfaction of the first lien, the first lienholder must forward this Certificate of Title to the Bureau of Motor Vehicles with the appropriate form and fee

SECOND LIEN RELEASED

DATE

BY

AUTHORIZED REPRESENTATIVE



pennsylvania

DEPARTMENT OF TRANSPORTATION

MICHAEL B. CARROLL

Secretary of Transportation

D. APPLICATION FOR TITLE AND LIEN INFORMATION

TO BE COMPLETED BY PURCHASER WHEN VEHICLE IS SOLD AND THE APPROPRIATE SECTIONS ON THE REVERSE SIDE OF THIS DOCUMENT ARE COMPLETED.

SUBSCRIBED AND SWORN TO BEFORE ME:

MO DAY YEAR

SIGNATURE OF PERSON APPLICANT'S OATH

If a co-purchaser other than your spouse is listed and you want the title to be listed as "Joint Tenants With Right of Survivorship" (on death of one owner, title goes to surviving owner) CHECK HERE []. Otherwise, the title will be issued as "Tenants in Common" (on death of one owner, interest of deceased owner goes to his/her heirs or estate).

IF NO LIEN, CHECK [] IS THIS AN ELT? (IF YES, FIN REQUIRED) YES [] NO []

1ST LIENHOLDER FINANCIAL INSTITUTION NUMBER:

1ST LIENHOLDER NAME

STREET

CITY

STATE

ZIP

IF NO 2ND LIEN CHECK [] IS THIS AN ELT? (IF YES, FIN REQUIRED) YES [] NO []

2ND LIENHOLDER FINANCIAL INSTITUTION NUMBER

2ND LIENHOLDER NAME

STREET

CITY

STATE

ZIP

SIGNATURE OF APPLICANT OR AUTHORIZED SIGNER

SIGNATURE OF CO-APPLICANT/TITLE OF AUTHORIZED SIGNER

STORE IN A SAFE PLACE - IF LOST APPLY FOR A DUPLICATE - ANY ALTERATION OR ERASURE VOIDS THIS TITLE

DO NOT ACCEPT DOCUMENT WITHOUT VERIFYING THE PRESENCE OF THE LIBERTY BELL WATERMARK

94990736

Accessing Your Accounts

Truist Contact Center

Truist Contact Center is available 24 hours a day, 7 days a week.

**1-844-4TRUIST
(1-844-487-8478)**

Client Service Representatives are available to assist you Monday – Friday, 8:00 a.m. – 8:00 p.m. Eastern Time and Saturday, 8:00 a.m. – 5:00 p.m. Eastern Time. Sunday – Closed.

Digital Business Banking

Access your accounts through the Truist mobile app or online at www.truist.com, 24 hours a day, 7 days a week.

Your Branch

HARRISBURG NORTH - HAZLETON
12 E BROAD ST
HAZLETON, PA 182016521
(570) 459-3713
FAX: (570) 459-3744

Your Account was Opened By

MARIA J CANTILLO
SR RELATIONSHIP BANKER
(570) 459-3713

Member FDIC
Only deposit products are FDIC Insured.

Client Summary

A summary of your new Truist products and account numbers are listed below. We look forward to working with you and helping you discover all the opportunities that Truist can offer you in the future. Thank you for choosing Truist.

July 30, 2025

Product Summary

Product	Account Type	Account Number
Truist Simple Business Checking	Checking	1390023845365

Truist Simple Business Checking


Mailing Address	
K & J EXPRESS LLC 98 S HAZLE ST HAZLETON, PA 18201-0000	
Account Ownership	
K & J EXPRESS LLC	Primary
YOMAYRA COLON	Retail
Account Number	1390023845365
Routing Number	031309123
Funding Method	Make a deposit now
Funding Amount	\$5,000.00
Account Options	
No Overdraft Protection selected, or is not applicable to this account	

Business Debit Card for K & J EXPRESS LLC

Company Name on Card	Primary Deposit Account # for Purchase Transactions Access
K & J EXPRESS LLC	00000001390023845365
Cardholders	
YOMAYRA COLON - Authorized Signer - Access Option I	
Cardholder-Selected PIN: Validation Number (848) 219-0023	
Daily Spending Limit: \$7,500	
Daily ATM Withdrawal Limit: \$1,500	
Accessible card requested	

K & J Express LLC
 78 South Hazle St
 Hazleton PA 18201

Retail



U.S. POSTAGE
 FPM
 HAZLETON, PA
 JUL 30, 2025

17120

\$31.65

RDC 07

S2324A502147-


RECEIVED

AUG 01 2025

PA PUBLIC UTILITY COMMISSION
 SECRETARY'S BUREAU

Matthew L. Homsher, Secretary
 Pennsylvania Public Utility Commission
 Commonwealth Keystone Building
 400 North Street
 Harrisburg, Pennsylvania 17120

TY
 SS®



EI 187 936 254 US

PAYMENT BY ACCOUNT (if applicable)
 USPS® Corporate Acct. No. Federal Agency Acct. No. or Postal Service™ Acct. No.


ORIGIN (POSTAL SERVICE USE ONLY)
 1-Day 2-Day Military DPO

PO ZIP Code 18201	Scheduled Delivery Date (MM/DD/YY) 8/1	Postage \$	
Date Accepted (MM/DD/YY) 7-30	Scheduled Delivery Time <input checked="" type="checkbox"/> 6:00 PM	Insurance Fee \$	COD Fee \$
Time Accepted 4:40 <input type="checkbox"/> AM <input checked="" type="checkbox"/> PM		Return Receipt Fee \$	Live Animal Transportation Fee \$
Special Handling/Fragile \$	Sunday/Holiday Premium Fee \$	Total Postage & Fees \$31.65	
Weight <input type="checkbox"/> Flat Rate lbs. ozs.	Acceptance Employee Initials [Signature]		

DELIVERY (POSTAL SERVICE USE ONLY)

Delivery Attempt (MM/DD/YY)	Time	Employee Signature
	<input type="checkbox"/> AM <input type="checkbox"/> PM	
Delivery Attempt (MM/DD/YY)	Time	Employee Signature
	<input type="checkbox"/> AM <input type="checkbox"/> PM	

LABEL 11-B, MAY 2021 PSN 7590-02-000-6906



CMPC
 717-705-1952

To: PUC MASTER

Agency: PUC
 Floor:
 External Carrier: EXPRESS

8/1/2025 10:24:51 AM

